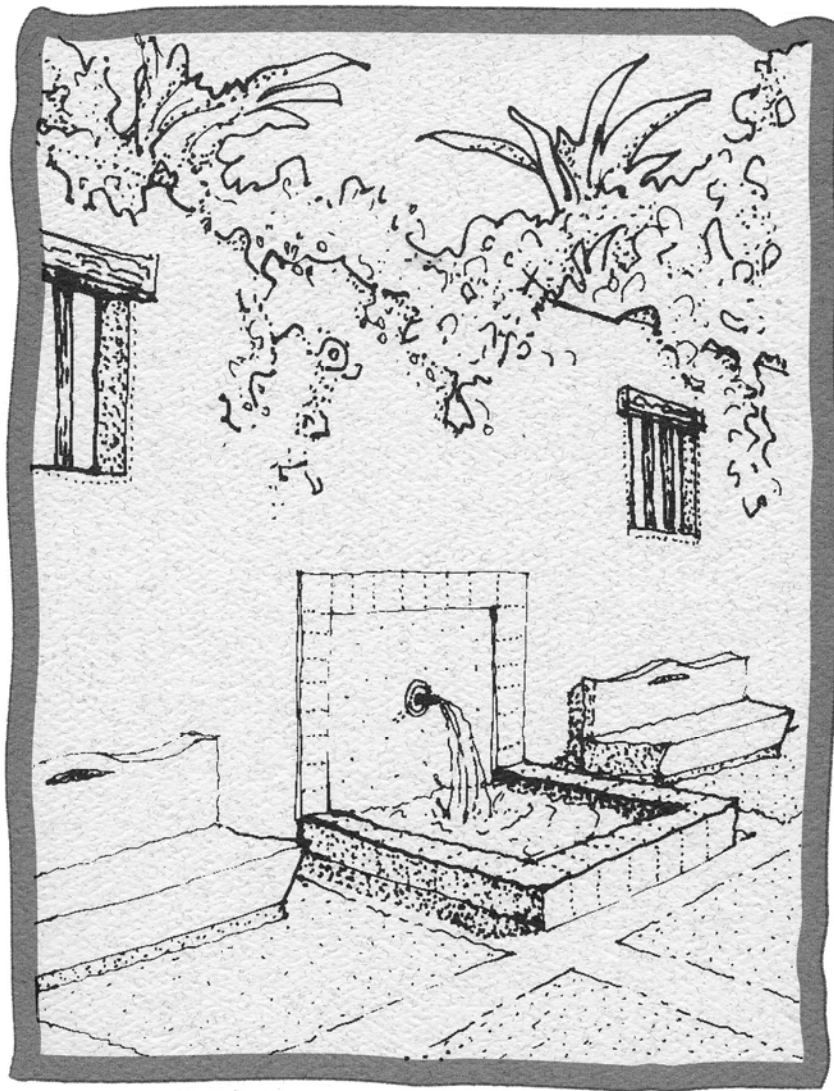


*Preserving Our Past:*  
A Guide to  
Historic Preservation  
in Coral Gables



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# **I. INTRODUCTION: THE HISTORIC PRESERVATION PROGRAM IN THE CITY OF CORAL GABLES**

**T**he City of Coral Gables, Florida, has provided for the identification and protection of its unique heritage through the enactment of a Historic Preservation ordinance. The City's Historic Preservation Department which administers the program has as its primary goal the preservation of structures, sites, objects, and districts within the City of Coral Gables which reflect architectural, historical, and or cultural significance. This goal is accomplished through the Local Historic Landmark and Local Historic District designation program and through listing in the National Register of Historic Places.

## **CORAL GABLES HISTORIC PRESERVATION ORDINANCE**

The City of Coral Gables adopted its first Historic Preservation ordinance in 1973 in response to the community's growing concern for safeguarding its irreplaceable historic resources. In 1984, a revised and expanded Historic Preservation ordinance was enacted by the City Commission and made a part of the City Code. This revised ordinance added further protective provisions and established the Historic Preservation Board. In 1990 certain sections were added which included the process for National Register Nomination review and a list of definitions. Further, the description of who may apply for local historic designation was broadened, and the requirements for the deposition of the site following demolition of a historic landmark were amended.

The Historic Preservation ordinance was moved from the City Code to the Zoning Code in 2003 and its language updated. Provisions were introduced for the demolition of any property within the boundaries of the City of Coral Gables, for violations, and for the Historic Preservation Board to grant variances. In 2007, with the adoption of the Zoning Code revision, the Historic Preservation ordinance was strengthened and expanded to include ad valorem tax relief for certain historically designated commercial properties. Additionally a section was added addressing demolition by neglect.

## **THE HISTORICAL RESOURCES DEPARTMENT**

The Historical Resources Department and the Historic Preservation Board are responsible for identifying significant properties for listing in the local and national historic registers and for reviewing modifications, additions, and alterations to locally designated properties. Further, the Historical Resources Department initiates grant proposal which compete for state and federal monies to help fund local preservation projects, and is active in preservation education within the community.

## **THE HISTORIC PRESERVATION BOARD**

The Preservation Board is a quasi-judicial body composed of nine members, with seven members appointed by the City Commission and one member appointed by the City Manager. Those members select an additional member, who is confirmed by the City Commission. Members of the Historic Preservation Board are required to be residents of Coral Gables for at least five years prior to their appointment. The members serve without compensation for a two-year term. The six appointments made by the City Commission and the City Manager must include at least a registered architect; an historian or architectural historian; a certified city planner or registered landscape architect; a professional in the field of real estate, development or licensed general contractor; a certified public accountant or an executive with a financial institution; and an attorney. Special advisors may be appointed by the City Commission upon recommendation by the Historic Preservation Board.

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## **II. THE CORAL GABLES REGISTER OF HISTORICAL PLACES**

### **DEFINITION:**

The Coral Gables Register of Historic Places is a listing of locally designated buildings and districts significant to Coral Gables' history.

### **PROCESS:**

Proposals for designation of potential historic landmarks may be submitted to the Historical Resources Department by any citizen who provides information which illustrates that the property meets the established criteria for listing. The Historic Preservation Board then conducts a public hearing to determine whether or not the property possesses sufficient historical, cultural, aesthetic or architectural significance to qualify for listing in the Coral Gables Register. Initially, the property must be at least fifty (50) years old or older to qualify for listing. The property may be considered significant if it can be associated with persons or events which have made an impact on our community, or if the property is deemed to possess architectural distinction. If the Board votes in favor of the historic designation, an ordinance is enacted which designates the property as a local historic landmark and lists it in the Coral Gables Register of Historic Places). For each of the public hearings the property owner is notified and encouraged to attend.

### **EFFECTS OF LISTING IN THE CORAL GABLES REGISTER OF HISTORIC PLACES:**

Listing in the Coral Gables Register recognizes the importance of historic resources to our community. In order to insure their protection and encourage their preservation by private owners, the administrative processing of building permits is also referred to the Historical Resources Department for the following:

#### **1. Certificates of Appropriateness**

Properties listed in the Coral Gables Register are subject to either Historic Preservation Board review or Historic Preservation Division staff review before building permits may be issued for exterior alterations. This process occurs as a result of an application for a "Certificate of Appropriateness".

#### **2. Variances from the Zoning Code**

The City of Coral Gables recognizes that many of the older, significant properties were constructed prior to the enactment of some of the provisions in the Zoning Code and; therefore, are frequently in noncompliance with the provisions of the Code. As a result, many times when owners wish to make additions or modifications to their properties, they find that variances from the Zoning Code are necessary in order to maintain the distinctiveness of the setting and architecture.

The Historic Preservation Board may grant variances in order to insure the architectural continuity of a historic property. This process may occur when an owner applies for a "Special Certificate of Appropriateness".

#### **3. Local Tax Incentives**

A property may be eligible for ad valorem tax incentives from both that portion of the taxes levied by Metropolitan Miami-Dade County, and the City of Coral Gables. The incentive provides for ad valorem taxes to be frozen at the rate paid prior to any improvements for ten (10) years.

Owners of properties which are listed in the Coral Gables Register (or National Register) either individually, or that contribute to the significance of a historic district are eligible to apply.

Owners must accomplish the improvements in accordance with the "Secretary of the Interior's Standards for Rehabilitation" and enter into a covenant with the City of Coral Gables and Miami-Dade County stipulating that they will maintain those improvements for the duration of the exemption period.

(Further information and sample application form for the tax exemption described is contained elsewhere in this manual).

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# **FREQUENTLY ASKED QUESTIONS ABOUT THE HISTORIC PRESERVATION PROGRAM IN CORAL GABLES**

## **What is historic preservation?**

Historic preservation encompasses a wide range of activities. It may include the identification, evaluation, recordation, documentation, containing, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, or reconstruction of properties (individually or collectively) that are deemed significant to our history, and which warrant special measures for their protection.

## **When did the City of Coral Gables first enact legislation to address historic preservation in the community?**

In 1973, the city became the first in Dade County to enact legislation, which addressed the community's interest in preserving its historic resources.

## **What does the historic preservation program in Coral Gables consist of?**

The City of Coral Gables has employed professional staff to administer its program of identification, documentation and evaluation of historic properties. The City Commission and City Manager appoint a Historic Preservation Board composed of nine citizens who make judgments regarding the designation, protection, restoration, and rehabilitation of significant properties.

## **What is local historic designation?**

Local historic designation is a process of public hearings through which properties significant to the community are nominated to the Coral Gables Register of Historic Places.

## **What makes a property or district significant?**

Generally the property must be at least fifty (50) years old, and possess architectural, aesthetic or historical value. That value is judged by an association with events that have taken place over the course of time; association with a person(s) who has made contributions to our history; is the work of a master or expresses architectural distinction; and yielded or is likely to yield information about our history or prehistory (i.e. archaeological significance.)

## **Who may enact a historic landmark designation?**

Any person who has specific information about the significance of a property may nominate it for listing. The Historic Preservation Board has the final authority.

## **What are the benefits of local historic designation?**

The City encourages historic preservation in order to strengthen the economy of the city by stabilizing and enhancing property values in historic areas. Designation may assist a property owner to become eligible for certain Federal tax incentives (e.g. easements; investment tax credits), or become eligible to compete for Federal or State grant funds. Local tax incentives may be applied for improvements and if approved, provide a ten (10) year freeze on the value of those improvements made to local historic properties. Further, the Historic Preservation Board may consider that the provisions of the "Zoning Code" be varied, and/or recommend to the City Commission that transfer of development rights be granted; and that amendments to the Zoning and Building Codes be made in order to further the interests of historic preservation.

## **What restrictions will apply if my property is designated?**

Any work done to the exterior of the property which requires a building permit (e.g. alterations, additions, modifications) will be reviewed by the Historic Preservation office to determine the degree of impact to the existing architecture of the property. If the work is considered to be "minor" in character (e.g. re-roofing, painting; repairs in-kind,) the matter may be handed administratively by Staff. If the work is considered to have "substantial" impact (e.g. an addition, a demolition, a major exterior remodeling), the matter will be referred to the Historic Preservation Board and scheduled for a public hearing.

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**Doesn't historic designation complicate and delay the issuance of building permits for my property, and make the process more costly?**

Building permit requests for designated properties are first sent to the Historic Preservation office for review. The staff helps to liaison with the Building and Zoning Department and keeps in contact throughout the process so that matters are facilitated rather than made more complicated. There are no additional fees because of the historic status of the property.

**Will historic designation prevent me from making repairs or changes to my home that I wish to make?**

Changes to a historic property are allowed, and are judged for their compatibility with the existing architecture. For example, an addition may be approved if it is located on a secondary facade or does not appreciably change the character of the existing architecture.

**Does local historic landmark designation increase the amount of assessed property taxes?**

No. Properties listed in the Coral Gables Register of Historic Places are not subject to increased property taxes solely because of their designation.

**Are there any local "tax breaks" given when a property is locally designated?**

If improvements to a historic property are made and approved through the Certificate of Appropriateness review process, the owner may apply for local tax incentives. Both Miami-Dade County and the City of Coral Gables have enacted legislation which allows the ad valorem portion of taxes for the value of the improvements only to be exempted for a period of ten (10) years.

**Does local historic landmark designation enhance the value of the property?**

National trends have shown that property value have increased because of historic designation programs. The reasons for that effect are difficult to isolate. For residential areas in particular, buyers have appreciated the unique and special character of the properties, and have perceived the protective measure afforded by local historic designation as a means to ensure the stability of that community.

**How long does local historic landmark designation last?**

The designation remains in the effect as long as the property exists, or until such time as the property is so irreversibly altered that it no longer possessed those qualities which originally contributed to its significant.

**What is a Certificate of Appropriateness?**

A Certificate of Appropriateness (COA) verifies that the specified work on the local historic landmark or property located within a historic district has been approved and is consistent with the Secretary of the Interiors Guidelines for Rehabilitation. A COA is required before most exterior work begins, before a building permit can be issued, and before any variance can be granted. Some proposals that are considered to be maintenance do not require COA review.

**By what criteria are design changes evaluated?**

National guidelines titled the Secretary of the Interiors Standards for Rehabilitation are used to evaluate the appropriate request. A Certificate of Appropriateness (COA) is then issued for all approved design proposals.

**What is a historic district?**

A historic district is a geographically defined area possessing a significant concentration, linkage or continuity of landmarks, improvements, or landscape features united by historic events or aesthetically by plan or physical development.

**Is the interior remodeling of a designated historic structure subject to this review?**

No, not unless ad valorem tax relief is requested for the impact of the interior. There are a few examples of public spaces which are specifically identified as having extraordinary character (e.g. the Biltmore Hotel lobby and tower suites), which the review requirement does apply.

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### III. THE NATIONAL REGISTER OF HISTORIC PLACES (FROM 36 CFR CH I, PART 60)

#### **DEFINITION:**

The National Register of Historic Places is an authoritative guide to the nation's historic resources, including buildings, structures, objects, sites, and monuments which are fifty (50) years old or older and deemed to merit special recognition and preservation. The National Register was designed to be and is administered as a planning tool. The National Register Program is administered by the National Register Division, office of Archaeology and Historic Preservation. National Park Service, Department of the Interior had its beginning in the Historic Sites Act of 1935, and later expanded under the National Historic Preservation Act of 1966 as amended.

#### **CRITERIA FOR EVALUATION:**

The following criteria is used in evaluating properties for nomination to the National Register, and for evaluating National Register eligibility: the quality of significance in American history, architecture, archaeology, engineering, and culture present in the districts, sites, buildings, structures, and objects that posses integrity of location, design, setting, materials, workmanship, feeling, and association, and:

- a. that are associated with events that have made a significant contribution to the broad patterns of our history; or
- b. that are associated with the lives of persons significant in our past; or
- c. that embody the distinctive characteristics of a type, period, or that represent the work of a master, or that posses high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- d. that have yielded, or may be likely to yield, information important in prehistory or history.

#### **Exceptions:**

Ordinarily, cemeteries, birthplaces or graves of historical figures, properties owned by religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the fifty (50) years shall not be considered eligible for the National Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

- a. a religious property deriving primary significance from architectural or artistic distinction or historical importance; or
- b. a building or structure removed from its original location, but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or
- c. a birthplace or grave of a historical figure of outstanding importance if there is no appropriate site or building directly associated with his productive life; or
- d. a cemetery which derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events; or
- e. a reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and no other building or structure with the same association has survived; or
- f. a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own exceptional significance: or
- g. a property achieving significance within the past fifty (50) years if it is of exceptional importance.

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### **NOMINATION PROCESS:**

Nomination of a property or district to the National Register of Historic Places may be made by an individual or group who completes an official National Register nomination form. The nomination is first reviewed by the Historic Preservation Board of the City of Coral Gables for properties within its jurisdiction. The National Register nomination is then forwarded to the Division of Historical Resource, Bureau of Historic Preservation in Tallahassee, Florida National Register Review Board. Following that review, the nomination is sent to the National Register Division office in Washington, D.C. where the final decision regarding listing is made.

### **EFFECTS OF LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES:**

Listing in the National Register recognizes the unique qualities of a property, and immeasurably assist in promotional efforts. Further, National Register listing offers some economic incentive and limited protection to the property:

1. Depreciable properties (i.e. income-producing, commercial or residential rental properties) listed in the National Register may be eligible for Federal tax incentives originally established in 1981. A 20% Investment Tax Credit is available for the “substantial rehabilitation” of a property. Rehabilitation work must be accomplished using the “Secretary of the Interior’s Standards for Rehabilitation.”
2. “Section 106” of the National Historic Preservation Act of 1966 requires that agencies allow the Advisory Council on Historic Preservation to comment on all federally-funded projects which would affect properties listed in, or eligible for listing in, the National Register.
3. Many Florida statutes require that consideration of project impacts be made for “historically significant properties” (i.e. listed, or meeting the criteria of eligibility for listing in the National Register), in order to mitigate any adverse impact to those properties. The Division of Historical Resources, Bureau of Historic Preservation in Tallahassee, Florida makes such evaluations for other State agencies and local governments.



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## IV. SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

The Standards for Rehabilitation were initially developed to determine if proposed rehabilitation projects using Historic Preservation Fund grants from the National Park Services were respectful of historic architecture. Since 1976, their most prevalent use has been to determine the appropriateness of proposed changes to National Register buildings whose owners wish to take advantage of federal tax incentives for rehabilitation. The owner must submit documentation to the state historic preservation office about the proposed changes and about the status of the building-whether it is in or eligible for listing in the National Register. If the state approves the proposed work, it is submitted to the National Park Service for final review and approval. After the work is completed, the owner must document that the rehabilitation was carried out as proposed. Upon receipt and review of that documentation by the National Park Service, the owner is issued a letter of compliance, which is submitted along with financial information to the Internal Revenue Service in order to obtain the tax credits.

The Standards for Rehabilitation provided broad directions for the design of rehabilitation projects. The U.S. Department of the Interior/National Park Service also issue Guidelines for Rehabilitating Historic Buildings, which provide more detailed directions on how to approach a preservation project. Both the Standard and Guidelines are performance-based recommendations rather than proscriptive specifications for the treatment of historic fabric and context.

The Secretary of the Interior's Standards for Rehabilitation are:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

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## IV. LAS NORMAS DE REHABILITACION DEL SECRETARIO DEL INTERIOR

**E**l secretario del Interior es responsable para el establecimiento de todo programa de preservación bajo la autoridad del Departamento del Interior y para el aconsejo a agencias Federales que se relacionan con la preservación de propiedades históricas que están nombradas o son elegibles para estar nombradas en el Registro Nacional de Sitios Históricos.

Las Normas de Rehabilitación, sección de Las Normas para Proyectos de Preservación Histórica del Secretario del Interior, se dirigen a los tratamientos más prevalentes en preservación hoy en día: la rehabilitación. La rehabilitación se define como el proceso de restaurar una propiedad a su estado de utilidad; a través de reparación o alteración; que hace posible un use eficiente y contemporáneo mientras que se preserva aquellas porciones o elementos de la propiedad que tienen valor histórico, arquitectónico, y cultural.

Las Normas siguientes fueron publicadas originalmente en 1977 y modificadas en 1990 como parte de las regulaciones del Departamento del Interior (36 CFR Sección 67, Certificaciones de Preservación Históricas). Las Normas se aplican edificios históricos de todo tipo de material, construcción, tamaño y uso, considerando tanto el exterior como el interior de edificios históricos. Las Normas también consideran elementos de paisaje y el sitio y entorno del edificio, así como toda construcción nueva, contigua o añadida. Las Normas se aplicarán a rehabilitaciones específicas en una manera razonable, teniendo en cuenta consideraciones económicas y habilidad técnica.

1. Toda propiedad deberá usarse de acuerdo con su propósito histórico o deberá adquirir un nuevo uso que requiera alteraciones mínimas de las características que definen el edificio, así como su sitio y entorno.
2. El carácter histórico de toda propiedad deberá mantenerse y preservarse. No deberán extraerse materiales históricos ni alterarse elementos o espacios que caracterizen la propiedad.
3. Toda propiedad deberá reconocerse como documento material de su tiempo, lugar, y uso. Cualquier cambio que cree un falso sentido de desarrollo histórico, tal como añadir elementos basados en conjeturas, o bien elementos arquitectónicos provenientes de otros edificios, deberá evitarse.
4. La mayoría de las propiedades se alteran con el paso del tiempo; aquellas alteraciones que hayan adquirido un valor histórico deberán mantenerse y preservarse.
5. Se conservarán los elementos característicos, acabados y técnicas de construcción o ejemplos de artesanía que den carácter a un edificio histórico.
6. Todo elemento histórico en estado de deterioro deberá repararse en vez de sustituirse. Cuando la severidad de la deterioración requiera la sustitución de un elemento característico, el nuevo elemento deberá parecerse al anterior en diseño, color, textura, así como otras cualidades visuales y, cuando sea posible, materiales. Las sustituciones de elementos ausentes deberán basarse en pruebas documentales, materiales, o gráficas.
7. Se evitarán tratamientos químicos o físicos tales como el uso de arena a presión, que dañan los materiales históricos. La limpieza de superficies de edificios históricos deberá llevarse a cabo con las medidas más suaves posibles.
8. Se protegerán y preservarán los sitios arqueológicos que sean afectados por un proyecto. Si tales sitios se deben afectar, deberán tomarse medidas mitigantes.
9. Todo añadido, alteración del exterior o nueva construcción no deberá destruir materiales históricos que den valor a la propiedad. La nueva construcción se deberá distinguir de la existente y será compatible con el volumen, tamaño, escala, y elementos arquitectónicos para proteger la integridad histórica de la propiedad y su entorno.
10. Todo añadido y construcción nueva o contigua serán ejecutados en tal manera que si se extrajese en el futuro, la forma esencial y la integridad de la propiedad histórica y su entorno no se verán afectados.

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## STANDARD #1

The property shall be used for its historic purpose or be placed in a new use that requires minimal changes to the defining characteristics of the building and its site and environment.



*Historic building: original use*

A building may be adapted for a new use, **if** the modifications do not destroy significant “character defining” elements. In this case, the conversion of an office to a bank requires little alteration to the exterior of the building, and therefore meets the intent of this standard.



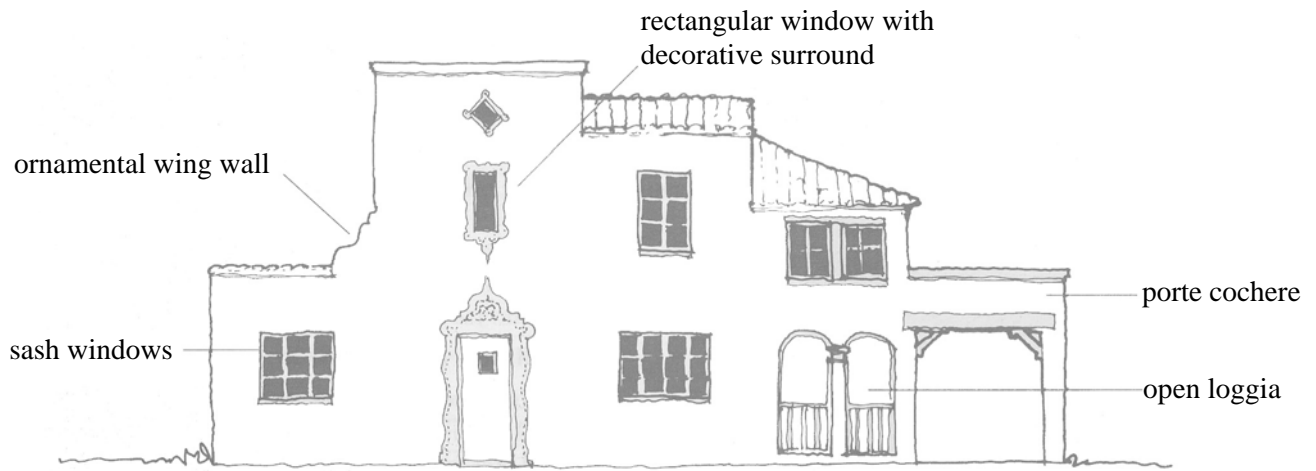
*New use illustrating compliance*

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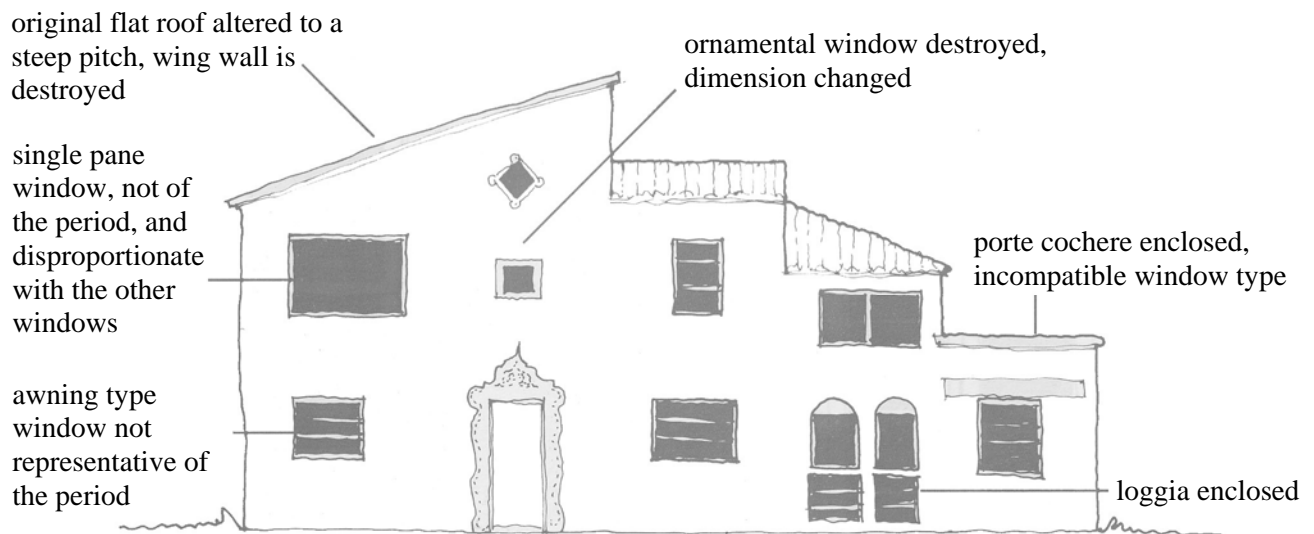
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## STANDARD #2

The historic character of a property shall be preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.



*Historic building before alterations*



*Historic building after alterations - illustrating non-compliance*

The complexity of the roof slopes and the one and story elements create the character of this residence. The addition of another story over the one-story bay, and the alteration of the original roof pitch do irreparable damage. Further, windows are of critical importance in defining the period's character and should be maintained.

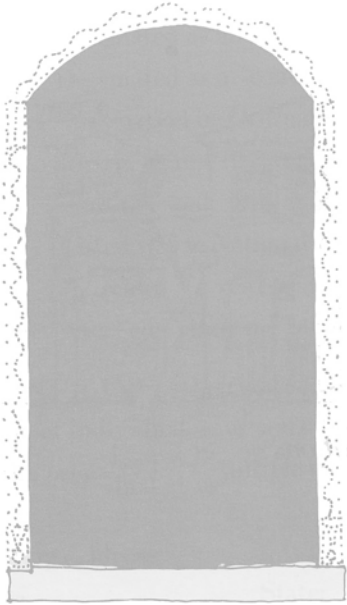
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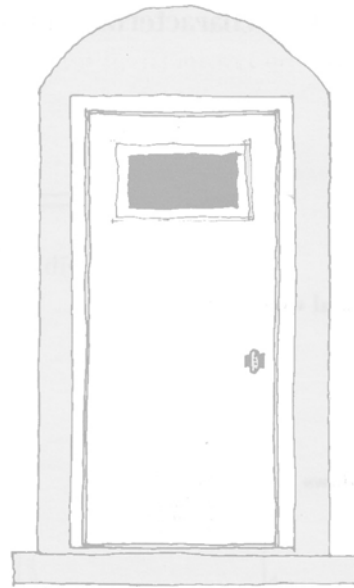
## STANDARD #2

### CHARACTER DEFINING FEATURES

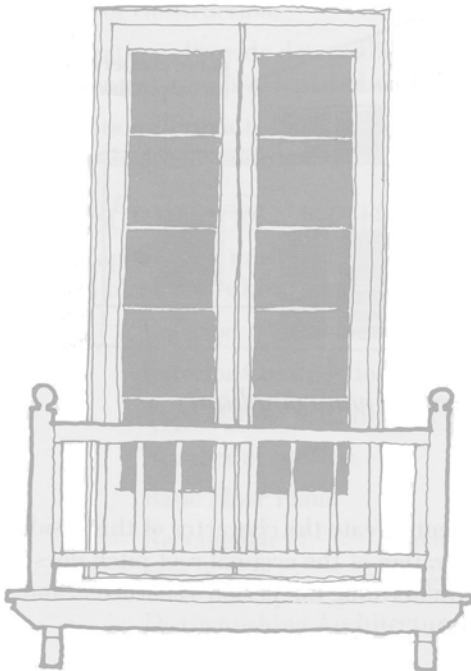
Special care should be taken to identify those important character-defining elements, so that they will not be negatively impacted in a rehabilitation effort.



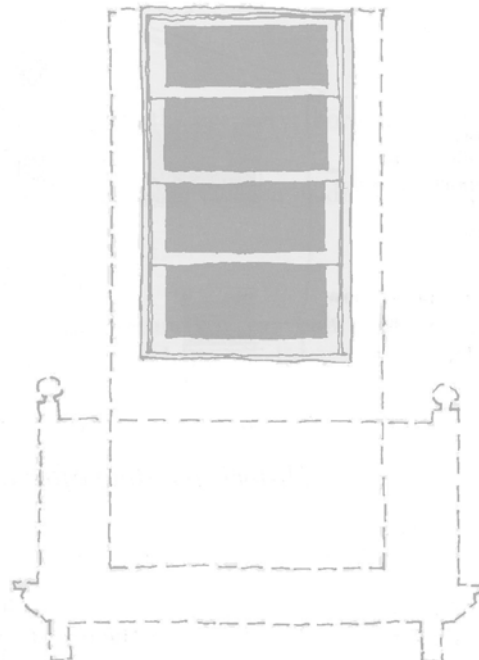
*Original opening onto a porch*



*After its enclosure, the space now “reads” as a solid. Further, the door selected does not in any way reflect the “flavor” of the architecture*



*Original French doors leading onto a balcony*



*After balcony removed, the doors replaced with a single jalousie window. The shape, proportion, and effect of the original element is lost.*

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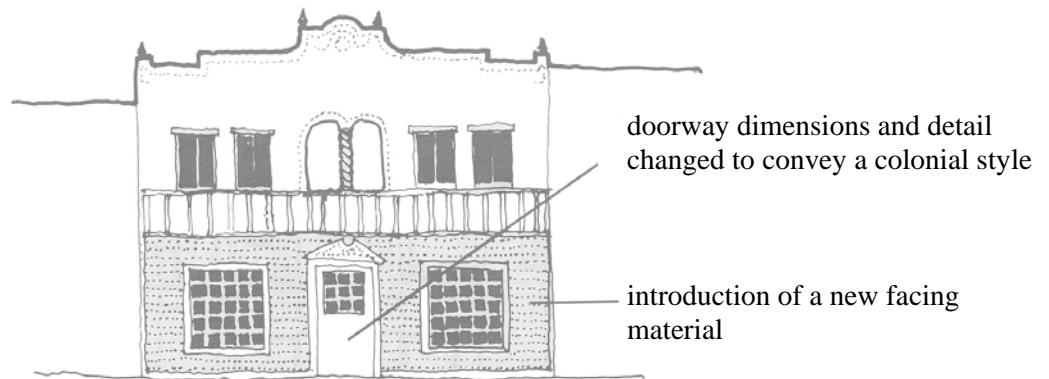
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### STANDARD #3

Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.



*Historic building before alteration*



*Historic building after alteration  
(illustrating non-compliance)*

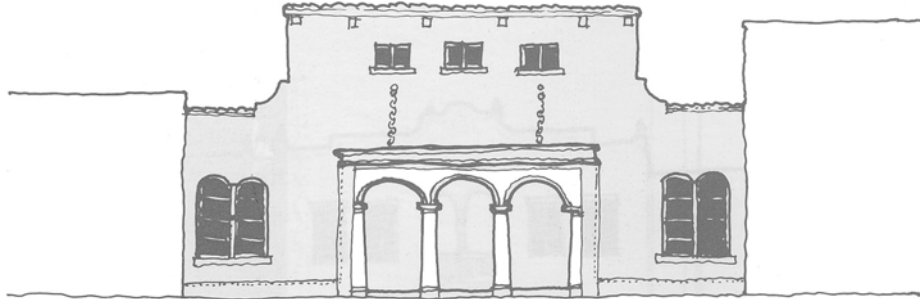
Over the course of some time, some “character-defining” features of the original architecture may have been lost. In rehabilitation, the most desirable approach is to recreate the lost elements **if** adequate historical, pictorial, or physical documentation exists. Elements from another period or style that create a false historical impression; or **elements that are added to make that architecture “better”** are not acceptable approaches.

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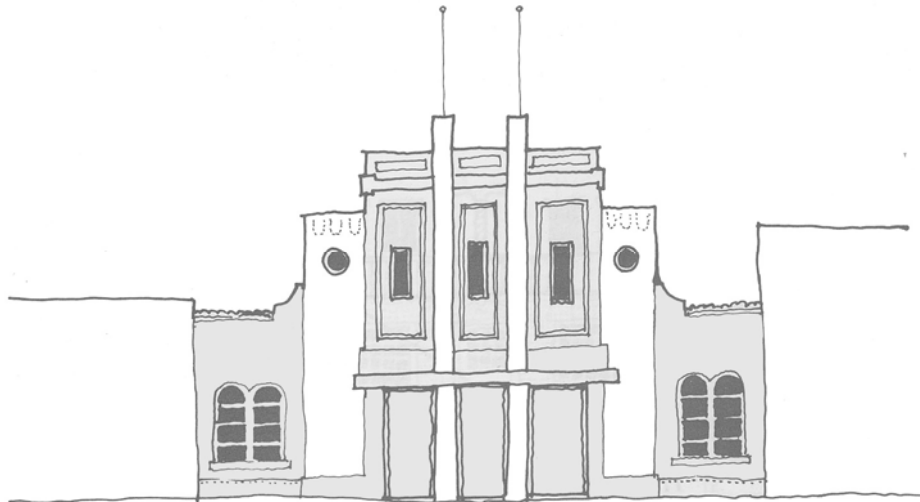
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## STANDARD #4

Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.



*Historic building constructed in 1923*



*Remodeling occurred in 1935*

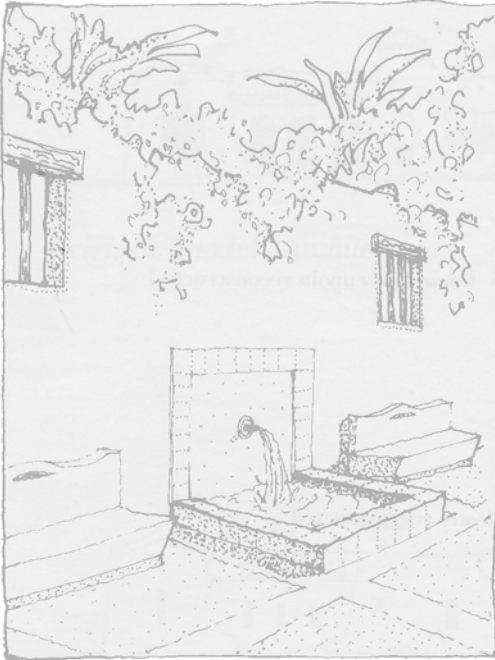
In rehabilitation, changes which are a part of the historic life of a building [i.e. which were made over fifty (50) years ago] are respected, and become the character-defining” elements of the architecture

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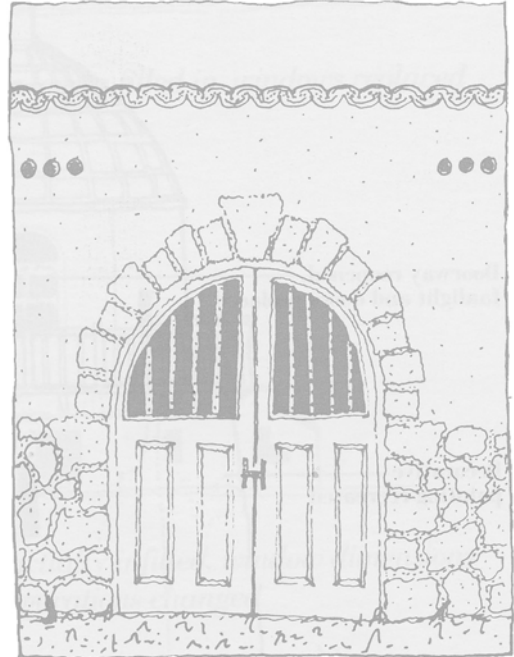
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## STANDARD #5

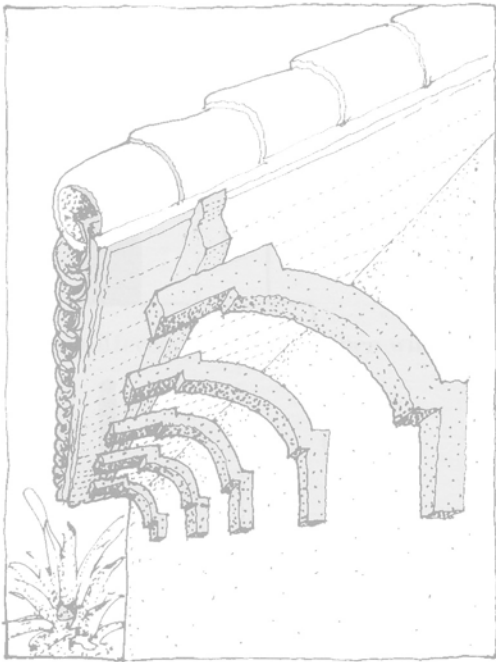
Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property shall be preserved.



*Example 1*  
Wall fountain with ceramic tile border; masonry benches



*Example 2*  
Basic wall construction coral rock and stucco;  
(a) coral rock voussoirs/keystone  
(b) barrel tile roof  
(c) clay vents  
(d) double-leafed wooden doors with turned wooden spindles



*Example 3*  
Carved wooden brackets supporting a tile roof eave

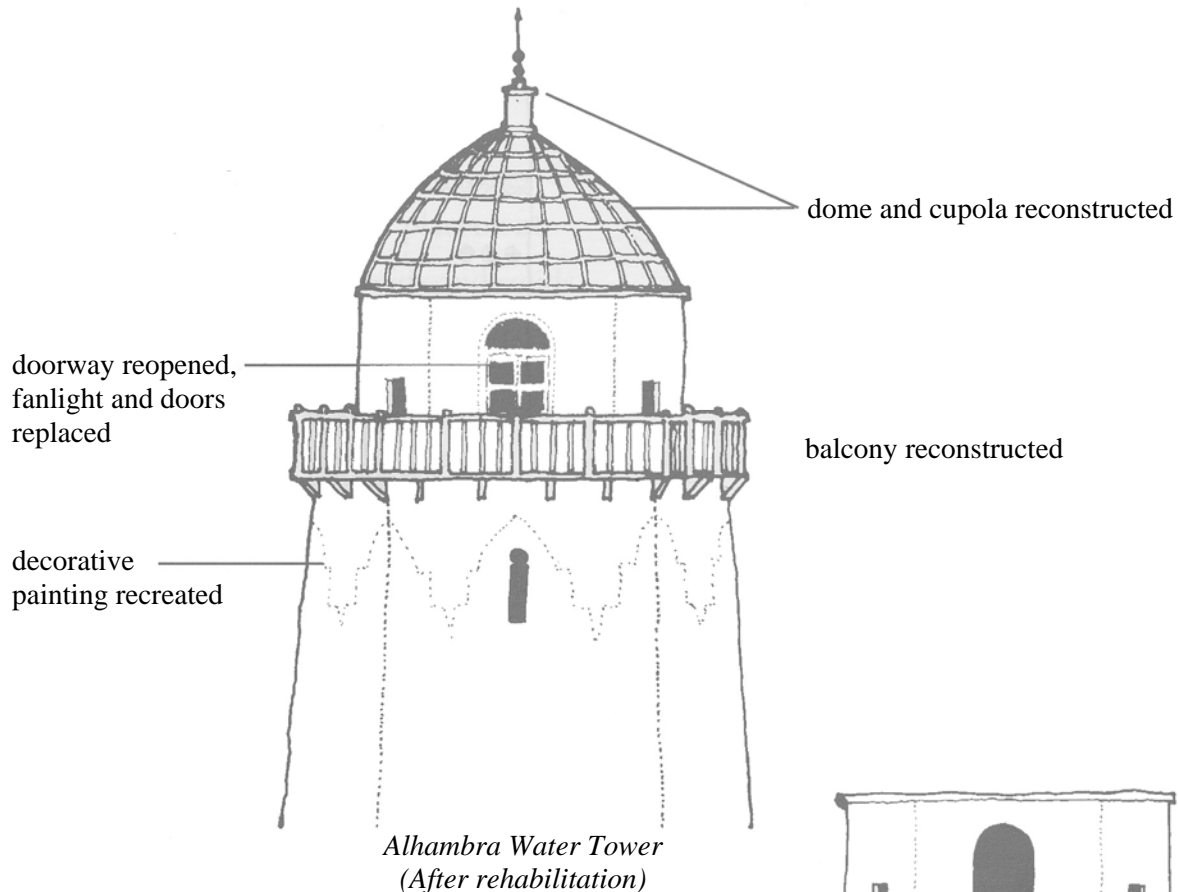


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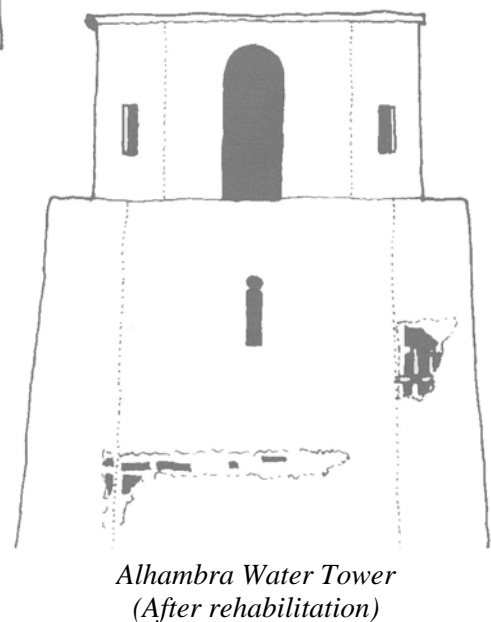
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## STANDARD #6

Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities, and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.



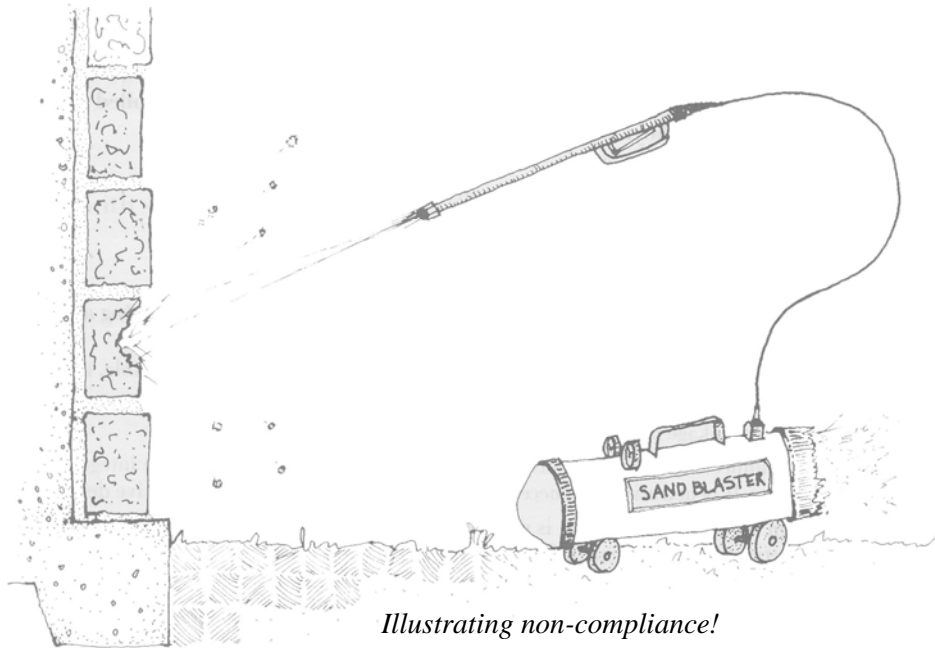
After more than sixty (60) years of exposure to the elements (including the 1926 hurricane), the Alhambra Water Tower suffered the loss of its lower balustrade and decorative painting. The upper balcony and ribs of the dome were in serious disrepair. Further, doorways and “keyhole” windows had been blocked in sometime during the past. Given the degree of deterioration of the dome and upper balcony, the decision was made to reconstruct those elements. By using vintage photographs and scrutinizing the physical evidence at the Tower itself, the City of Coral Gables’ architectural Division was able to reclaim the character of this remarkable monument.



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## STANDARD #7

Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.



*Illustrating non-compliance!*

The antique “patina” achieved through age is a desirable visual quality of a historic building, and cleaning should only be undertaken when necessary to halt deterioration or remove heavy soiling.

For masonry, the gentlest means possible include low pressure water and detergents using natural brushes. Note that even water cleaning methods, if the pressure is high enough, can damage historic masonry and the mortar joints, making them susceptible to water penetration and erosion.

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## STANDARD #8

Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken



*Illustrating non-compliance!*

Significant subsurface resources may exist which should if possible, be preserved in place. If infeasible, mitigative measures would be evaluated and might include: excavation; relocation; and data recovery by means of notes, records, photographs, and drawings.

**Note: If unknown archeological resources are suspected in the project area, the site should be surveyed by professional archeologists prior to the commencement of the project.**

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## INTRODUCTION TO STANDARDS NO. 9 and 10

Standards No. 9 and No. 10 pertain exclusively to additions and related new construction, and are inextricably related to one another. The key concepts which must be applied to any design for new additions are that they:

1. Are (theoretically) removable
2. Are related to the existing in scale, materials, massing and detail
3. Are differentiated from the historic building
4. Do not destroy the detail and integrity of the historic building itself

**Keeping in mind the key concepts expressed in the standards, the following are suggested as ways to approach the design for an addition:**

1. Avoid any effect (physical or visual) to the main elevation. Whenever possible, use a secondary elevation (i.e. less visible) for the location of the new addition,
2. Provide a linkage element to connect the old and new.
3. Avoid unnecessary penetrations to the original walls so as to maintain the integrity of the historic building. If penetrations are necessary, avoid areas which feature distinctive detail.
4. Design the addition so that it is perceived as an auxiliary or satellite structure, in order that the addition not detract from the principal focus on the historic building itself.
5. **Avoid strict replication of any elements.** A subtle and acceptable way to comply with the intent of the Secretary's Standards is to "stylize" the forms. (That is, taking the literal form and emphasizing, minimizing, over or understanding and thus reinterpreting the basic form).

**The following provides some examples:**

<b>Historic Feature (literal)</b>	<b>Stylized Version (some possibilities for interpretation)</b>
1. Rectangular window with six panes	Proportionately wider window with ten panes; or proportionately narrower window with three panes
2. Round arches	Change in the curve of the arch to segmental, flat, elliptical
3. Spiral or twisted columns terminating in a capital of the classical order, (i.e. Ionic, Doric, Corinthian)	Column: Simple cylinder in form Capital: freely interpreted and derivative of the classical orders
4. Finishes: a. smooth stucco b. coursed and finished rock stucco	a. texture stucco b. random course rubble
5. Decorative moldings	New designs based on the extrapolation from the original design elements

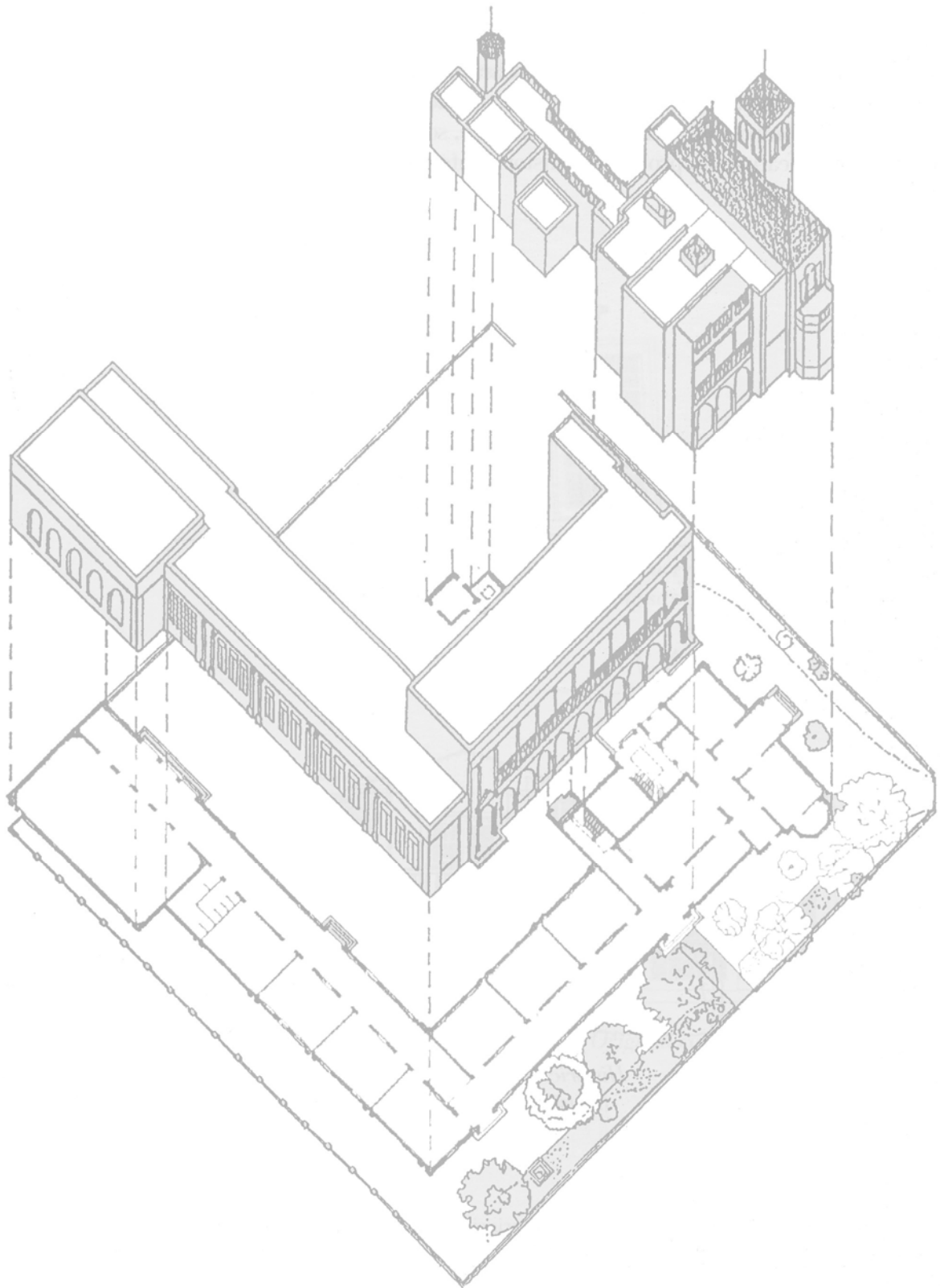
Remember that while individual elements are more easily isolated: the successful addition will make transition from old to new based on how well the new design respects the physical integrity of the historic building with regard to its scale and massing.

Massing may be defined as that particular combination of the individual building components which reflect the interior requirements on the exterior.

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# MASSING

Expresses the relationship between exterior and interior spaces



When referring to design for new construction, the term “massing” is frequently used. Its meaning is illustrated above.

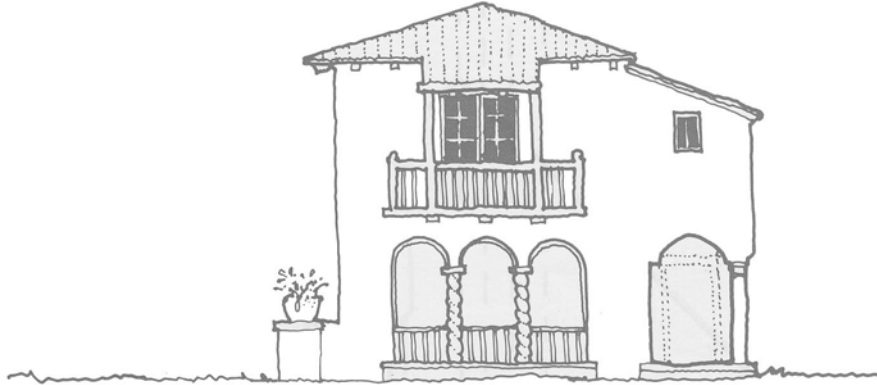
Illustration courtesy of Silvia Ovide, architect

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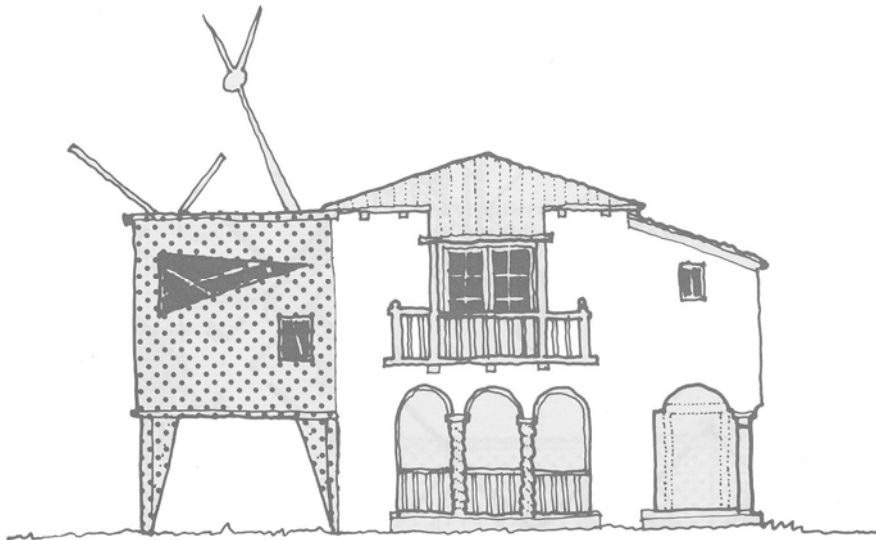
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## STANDARD #9

New additions, exterior alteration, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.



*Historic residence before addition*



*Historic residence after addition  
(Illustrating non-compliance)*

This “tounge-in-cheek” example exaggerates the principal of differentiation in new additions. While contemporary design for additions is an acceptable approach, it must relate (by size, scale, mass and detail) so that it is compatible with the historic architecture.

In this example, the addition uses a design vocabulary which is totally foreign to the historic architecture. Further, its massive scale and direct attachemnt to the main elevation of the original structure overwhelms, competes for attention, and destroys the integrity of the historic building.

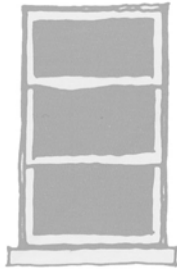
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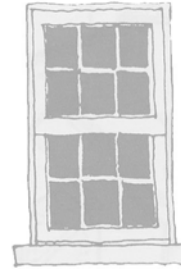
## STANDARD #9

### CHARACTER DEFINING FEATURES

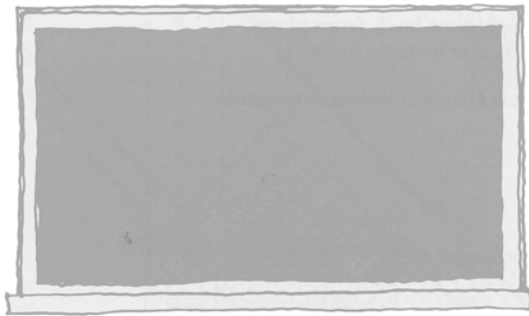
The type of windows used in “historic” architecture is especially important in defining character. Even though in some replacements the size of the aperture remains the same, the character is radically altered.



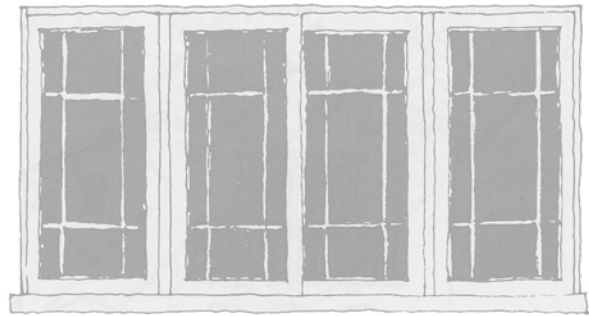
*Awning window*



*Original window type  
(double-hung sash)*



*Single pane replacement*



*Original casement window*

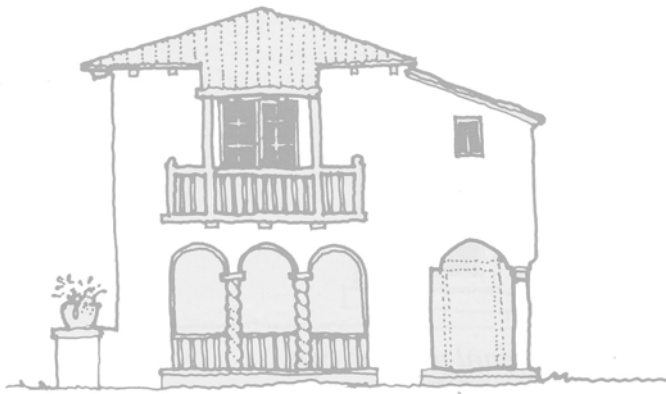
**In rehabilitation, the best solution is always the return to the original window configuration.**

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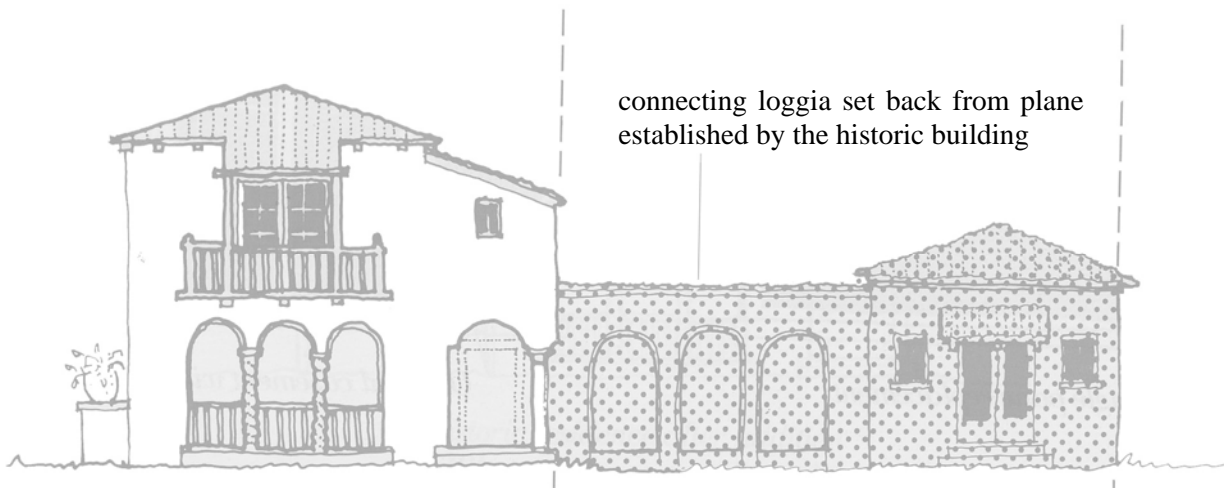
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## STANDARD #10

New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



*Historic residence before addition*



*Historic residence after addition*

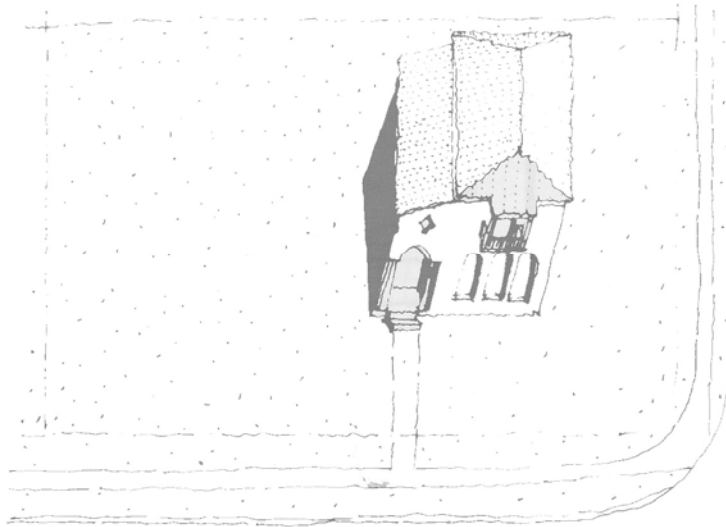
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## EXAMPLE: ADDITION ON A CORNER LOT

Applicable Standards #9 and #10 illustrating compliance with:

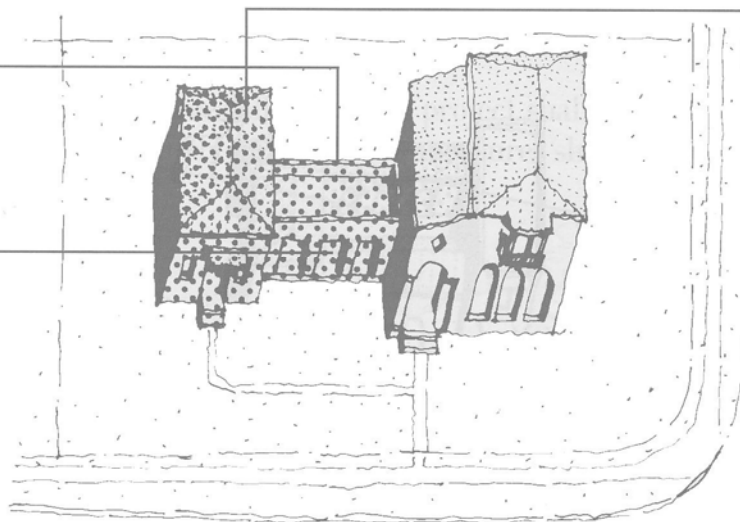
- (A) Differentiation
- (B) “Removable”
- (C) Compatibility with scale and massing



*Historic building before addition*

flat roofed “link”  
recessed from plane  
of historic building

square-headed  
arches provide a  
subtle distinction  
that a transition is  
being made



hipped roof of the addition  
mirrors that of the historic  
building, but the addition is  
made smaller in scale so as  
to “read” as a secondary  
element

*Historic building after addition*

Corner lots pose special design problems as the addition will most likely be visible from any perspective. In these instances, the use of a connecting “link” is especially important as it clearly makes the transition between the old and new. By recessing the linkage element, the historic integrity of the architecture is better maintained.



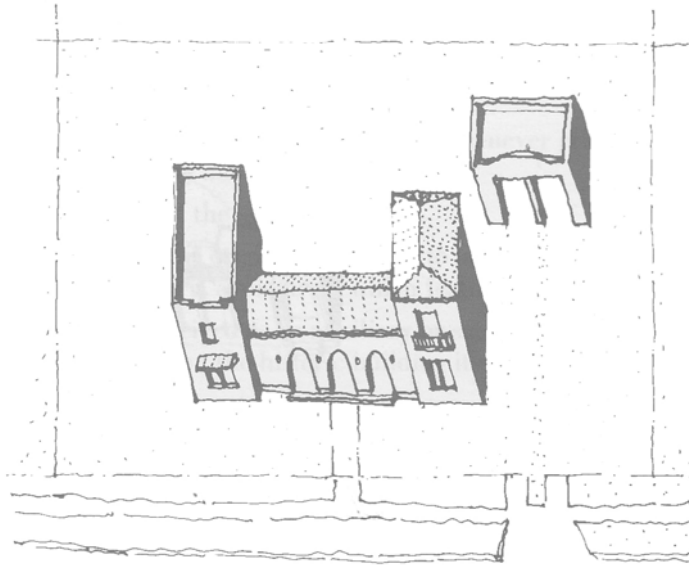
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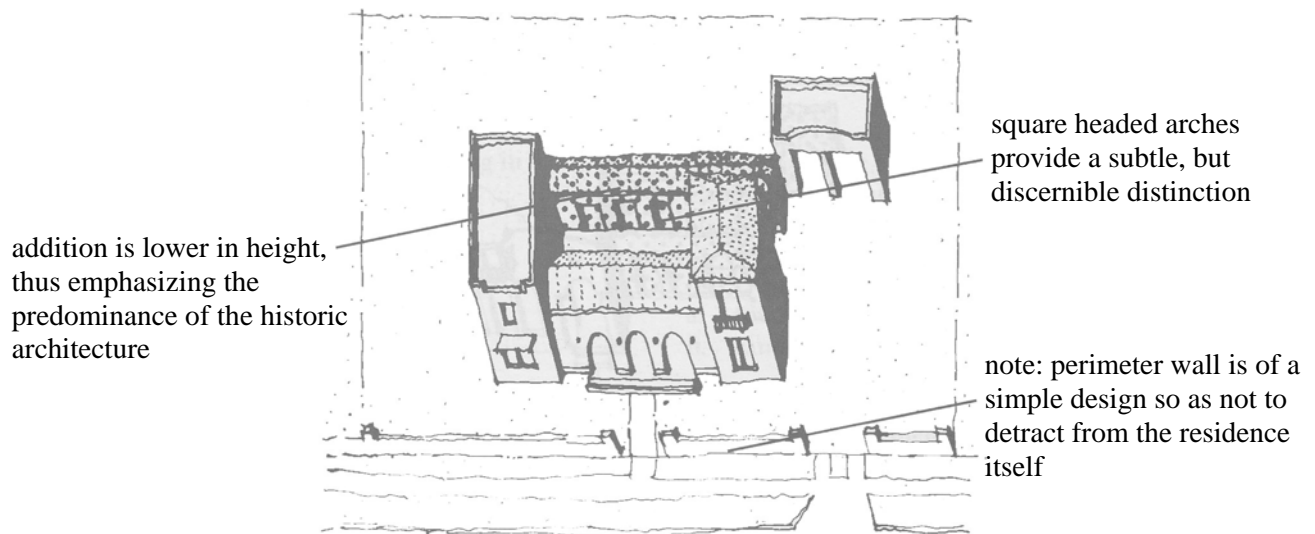
## EXAMPLE: ADDITION ON AN INTERIOR LOT

Applicable Standards #9 and #10 illustrating compliance with:

- (A) Differentiation
- (B) "Removable"
- (C) Compatibility with scale and massing



*Historic building before addition*



*Historic building after addition*

In this illustration, the addition to the rear functions as a discrete element within the overall composition. From the street (the public point of view), the addition is not visible, thus visually preserving the integrity of the original structure.

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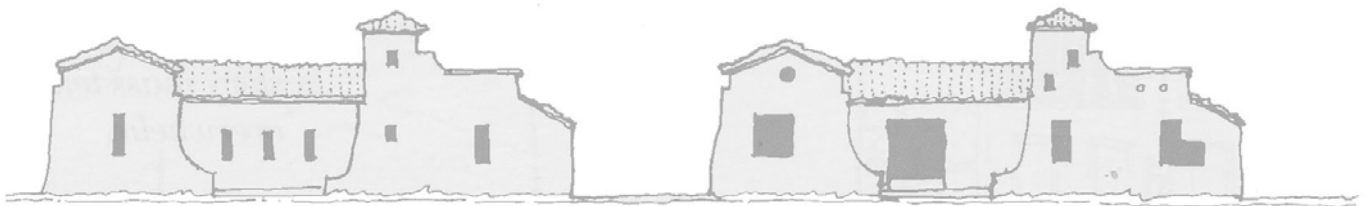
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**ILLUSTRATION:**  
**ALTERATION OF CHARACTER-DEFINING FEATURES**



*Original "model" architecture*

*Center loggia filled in, windows replaced*



*Center loggia filled in, windows replaced, proportions radically altered*

*Loggia partially filled in, window dimensions and configurations changed*

Note the dramatic differences achieved when window proportions and shape are changed, and the center loggia is filled in.

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## NEW CONSTRUCTION WITHIN A HISTORIC DISTRICT:

“Infill” refers to new construction designed to fill gaps in the streetscape. When designing an infill structure the goal is compatibility rather than mimicry.

Compatibility is achieved by identifying common characteristics of the new design. Those characteristics include:

- Scale
- Roof pitch
- Material and finishes
- Height
- Massing
- Window types and placement
- Relationship of voids and solids

### *Infill Example A*

- Mansard roof and classical portico not reflective of the predominant Mediterranean style
- The volume expressed in the unrelieved two story mass tends to overwhelm

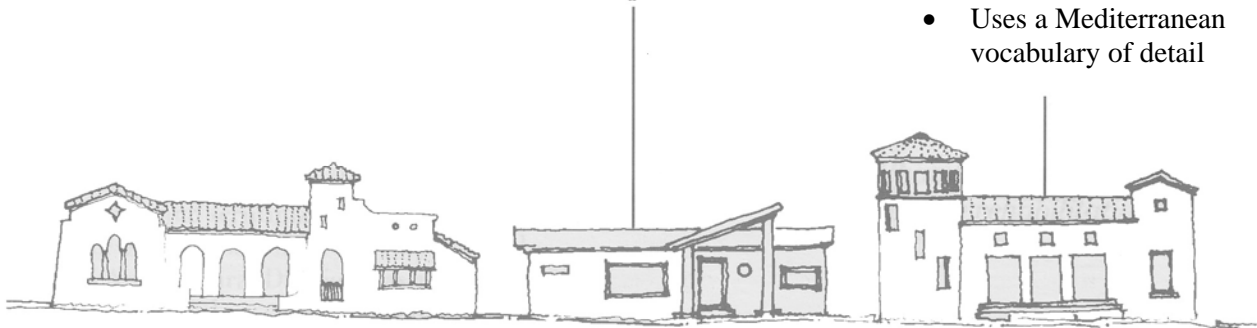


### *Infill Example B*

- Too low-no relief to break the horizontal massing
- Window types and shed roof of porch incompatible

### *Infill Example C*

- Respects scale, finishes, and material
- Varying roof slopes, height, and tower element reflects massing qualities of the historic architecture
- Uses a Mediterranean vocabulary of detail



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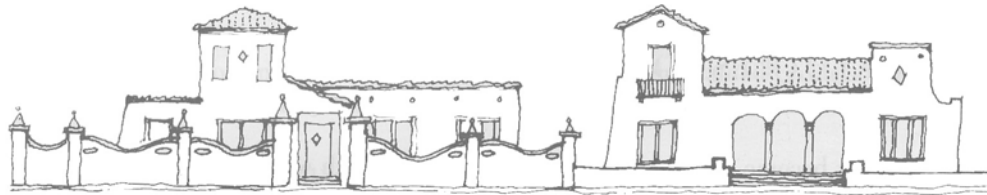
## THE SITE AND ITS ENVIRONMENT

Illustration: Related new construction, walls and fences

The relationship between a historic building and the features of the site and its environment are an integral part of creating the character of the property. In an urban environment site characteristics can include: setbacks, driveways, walls, fountains, courtyards, plants and trees, and open green spaces.

When designing new site features, care should be taken that:

- They do not disturb important pre-existing features
- They do not detract from the main focus of the property itself



*Undulating design and the height of this wall detracts from the historic architecture*

*Simple low wall provides unobtrusive, functional solution*



*Chain link does not convey permanence, and detracts from the attractive qualities of the home*

*Simple vertical pickets on top of the masonry raises height, but does not visually distract the emphasis from the home*

*Landscape hedge serves as a buffer and creates a “softer” alternative to masonry*

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## V. LOCAL TAX INCENTIVES FOR IMPROVEMENTS TO HISTORIC PROPERTIES

### **STATE CONSTITUTIONAL AMENDMENT/BACKGROUND:**

In November of 1992, voters across the State of Florida overwhelmingly passed an amendment to the State Constitution which allows a county or municipality to grant historic preservation ad valorem tax exemptions to owners of historic properties who are engaged in rehabilitation which meets approved historic preservation guidelines.

### **METROPOLITAN DADE COUNTY:**

In March of 1993, the County became the first in the State to adopt an ordinance allowing for historic preservation tax incentives on that portion of the taxes levied by the County.

### **CITY OF CORAL GABLES:**

In May of 1993, the City Commission enacted an ordinance allowing for the City's portion of the ad valorem taxes to be frozen at the rate before any improvements for a period of ten (10) years. This provision is codified in Article 3, Division 11 of the Coral Gables Zoning Code.

### **FREQUENTLY ASKED QUESTIONS:**

#### **Does the new tax incentive affect the assessed value of my property before any improvements are made?**

No, the tax incentives only become operable when improvements, which would actually increase the assessed value, are made.

#### **What properties are eligible for the property tax incentive?**

Income-producing or owner occupied residential properties that are: (a) designated under local ordinance, or (b) listed in the National Register of Historic Places.

#### **My property is located in an historic district. Would it be eligible for the tax incentives?**

Yes, if it is identified in the designation document as a "contributing structure".

#### **How long does the exemption from any increase property taxes last?**

Ten (10) years. Following the end of that period, the owner's tax obligation returns to the full assessed value of the property, including the value of the qualifying improvements.

#### **If I make improvements to the land (e.g. construction of a swimming pool), will I be eligible for the tax incentives?**

No, only the improvements to the historic property itself are considered for the tax exemption. Land value is not affected.

#### **If I sell my property sometime during the ten (10) year exemption period, will the new owner still be able to take advantage of the tax savings?**

Yes, the exemption continues for the ten (10) year period regardless of any change in ownership.

#### **Are the tax incentives retroactive?**

No, improvements must have been completed after March 2, 1993 for the County's portion of the property taxes; and after May 11, 1993 for the City of Coral Gables portion of the taxes.

#### **Are there any restrictions to my property if I claim the tax exemptions, and they are approved by the County and City Commissions?**

Yes, the owner must enter into a covenant with the City and County agreeing that the qualifying improvements will be maintained during the period for which the exemption is granted.

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**What if I or a subsequent owner decide(s) to make changes to the improvements which were qualified for the tax exemption, after the exemption was already in effect?**

The covenant is binding on the current owner, transferees, and their heirs, successors, or assigns. Failure to maintain the qualifying improvements constituting a violation of the covenant will result in the property owner being subject to the payment of the differences between the total amount of taxes which would have been due in March in each of the previous years in which the covenant or agreement was in effect, had the property not received the exemption. The difference will be subject to an interest penalty.

**How do I apply for the property tax exemption?**

Application for relief from both the City and County portions of the property tax will be initially processed by the City of Coral Gables Historical Resources Department on forms provided. Following review by the City of Coral Gables, the application will be forwarded to the County's Historic Preservation Office for its approval by the Miami-Dade County Historic Preservation Board, and the County Commission.

**Does the property tax exemption application take the place of the Certificate of Appropriateness process?**

No, the Certificate of Appropriateness is still required for any improvements to a historical property, and must be processed whether or not the owner is applying for the tax incentives.

**On what basis are the improvements judged to be qualifying?**

Both the City and County use the Secretary of the Interior's Standards for Rehabilitation as a means for judging the appropriateness of the alterations or additions proposed.

**Are improvements to the interior of the historic property reviewed upon application for the historic property tax exemption?**

Yes, although the City's own preservation ordinance requires only the review of exterior changes to the property, for tax exemption purposes the entire project is reviewed for its compliance with the Secretary of the Interior's Standards for Historic Preservation Projects.

**What does the review of the interior entail?**

The staff looks for any impact to interior detail that expresses craftsmanship or character, which might include moldings, original flooring materials, fireplaces, niches, open beamed ceilings, window treatments, staircase details such as turned balusters, etc. Details such as these should be retained or reused whenever possible.

**Where are the administrative offices for the historic preservation program; and what are the hours of operation?**

The address for the office is: 405 Biltmore Way, 2nd Floor, Coral Gables, Florida 33134. We are located within the "Coral Gables City Hall" – at the intersection of Miracle Mile (Coral Way-SW 24th Street), Le Jeune Road (SW 42nd Avenue), and Biltmore Way. The office is open Monday through Friday from 8:00 am to 5:00 pm and is closed on all major holidays.

**For further information and application forms, please feel free to contact the office:**

City of Coral Gables  
Historical Resources Department  
PO Box 141549  
Coral Gables, FL 33114-1547  
Phone: (305) 460-5093  
Fax: (305) 460-5097  
E-mail: [historicalresources@coralgables.com](mailto:historicalresources@coralgables.com)

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## APPENDIX A

### DEFINITIONS

The following definitions are frequently encountered when addressing historic preservation-related matters. The definitions provided include concepts that are widely accepted on the local, State and National levels.

**Adaptive Use:** means the process of converting a building to a use other than that for which it was designed, e.g. changing a factory into an apartment building. Such a conversion should be accomplished so as not to change the basic character-defining features of the original building.

**Addition:** means a construction project located on the exterior of a historic building, structure, or property.

**Alteration:** means any change affecting the exterior appearance of an existing improvement by additions, reconstruction, remodeling, partial demolition or maintenance involving change in color form, texture or materials, or any such changes in appearance of specially designated interiors.

**Applicant:** means an individual or group who provides sufficient written information to the Historical Resources Department staff to ascertain that the property meets the minimum eligibility requirements for local historic designation or in the case of a request for a Certificate of Appropriateness (COA) the property owner, or authorized representative of the property owner.

**Archaeological Site:** means a single specific location which has yielded or is likely to yield information on local history or prehistoric history. Archaeological sites may be found within historic sites or historic districts.

**Archaeological Zone:** means a geographically defined area, designated pursuant in this article, which may reasonably be expected to yield information on local history or prehistoric history based upon broad prehistoric or historic settlement patterns and including items such as clothing, buckles, pottery, and house wares.

**Auxiliary Structure:** means a structure other than the main building (whether originally incorporated, or added at a later date) typically found in conjunction with a Coral Gables Cottage include, but are not limited to, the following: Garage, Screened enclosures, Wood deck/trellises, Guest house, Greenhouse and Swimming pool.

**Board:** means the Historic Preservation Board.

**Building:** means a structure or an edifice designed to stand permanently and intended for use, occupancy or ornamentation.

**Building Site:** means a parcel of land having one or more platted lots, and not less than the minimum area permitted by Code for a building to be erected upon. Also included as a building site are parcels of land approved by the City under a "Unity of Title" agreement. The City's Building and Zoning Department determines whether or not a specific property may be considered a building site.

**Certificate of Appropriateness (COA):** means a written document, issued pursuant to this article, permitting specified alterations, demolitions, additions, or other work to a designated historic landmark or contributing or non-contributing building within a designated historic landmark district. There are two types, Standard and Special.

- **Standard Certificate of Appropriateness:** means those certificates based on such specific guidelines and standards as may be officially adopted by the Historic Preservation Board and for which issuance has been authorized by such board upon findings by the board's staff that proposed actions are in accord with such official guidelines and standards.

- **Special Certificate of Appropriateness:** means those certificates involving the demolition, removal, reconstruction, alteration or new construction at an individual site or in a district, which requires determination by the Historic Preservation Board before such certificate can be issued.

**Certified Local Government (CLG):** means a program administered by the U. S. Department of the Interior which enables communities to have a more direct part in the federal historic preservation program. The program is administered by the Florida Division of Historic Resources, Florida Department of State.

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**Contributing Building or Property:** means a building or property contributing to the historic significance of a district which by location, design setting, materials, workmanship, and association adds to the districts sense of time, and place, and historic development.

**Coral Gables Register of Historic Places:** means a listing of the properties within the City that have been designated as local historic landmarks or local historic landmark districts.

**Demolition:** means the act or process of wrecking, destroying, or removing any building or structure or any part thereof.

**Designated Exterior:** means all outside surfaces of any improvement listed in the designation report as having significant value to the historic character of the building, structure or district.

**Designation Report:** means a document prepared by the historic landmark officer for all properties or districts which are proposed for local historic designation. The designation report includes the boundaries of the proposed historic property or district, a summary of its historic significance, and contains location maps and a review guide which describes the physical characteristics of the property or district.

**Excavation:** means the removal or shifting of earth from its original position.

**Exterior:** means all outside surfaces of any building or structure.

**Ground Area Coverage:** means the total ground area, or “footprint”, occupied by a residential structure and/or its auxiliary structures. Ground area coverage is measured in square feet and is calculated from the outside of the exterior wall, including all overhang areas greater than five (5) feet in depth. Separate ground area coverage calculations are necessary for the property’s residence by itself, and for the residence including all auxiliary structures.

**Half-Story:** means a space a sloping roof which has the line of intersection of roof decking and wall face not more than three (3) feet above the top floor level and in which space no more than two-thirds ( $\frac{2}{3}$ ) of the floor area is finished for use. A half-story containing independent apartments or living quarters shall be counted as full story.

**Height of Building:** means the measured vertical distance from the established grade to the highest point of the building.

**Historic Landmark:** means any site, building, structure, landscape feature, improvement, or archaeological site, which property has been designated as an historic landmark pursuant to procedures described in this article.

**Historic Landmark District:** means a geographically defined area possessing a significant concentration, linkage, or continuity of landmarks, improvements, or landscape features united by historic events or aesthetically by plan or physical development, and which area has been designated as an Historic Landmark pursuant to procedures described in this article; said district may have within its boundaries non-contributing buildings or other structures that, while not of such historic and/or architectural significance to be designated as landmarks, nevertheless contribute to the overall visual character of the district.

**Historic Landmark Officer:** means the City of Coral Gables Historic landmark officer as provided for herein or his/her officially authorized representative.

**Historic Preservation Board:** means the local review board consisting of residents of the City.

**Historic Survey:** means the results of a systematic process of identifying significant buildings, sites and structures through visual reconnaissance and research for compilation in the Florida Master Site File maintained by the Bureau of Historical Resources, Tallahassee, Florida.

**Improvement:** means any building, structure, fence, gate, wall, walkway, parking facility, light fixture, bench, fountain, sign, work of art, earthworks, or other manmade objects constituting a physical betterment of real property, or any part of such betterment.

**Infill:** is descriptive of buildings that have been designed and built to replace missing structures or otherwise fill gaps in the streetscape. Infilling can mean replacing a house destroyed by fire, for example. Infill architecture should be compatible in such elements as height, proportion, and materials.

**Landscape Feature:** means any improvement or vegetation including, but not limited to, outbuildings, walls, courtyards, fences, shrubbery, trees, sidewalks, planters, plantings, gates, street furniture and exterior lighting.



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**Multiple Property Nomination:** means a group of related significant properties which share common themes, and are organized by historic contexts and property types.

**National Register of Historic Places:** means a federal listing maintained by the U.S. Department of the Interior of buildings, sites, structures, and districts that have attained a quality of significance as determined by the Historic Preservation Act of 1966, as amended.

**Non-contributing Building or Property:** means a building or property which does not add to the district's sense of time and place and historical development; or one where the location, design, setting, materials, workmanship, and association have been so altered or have so deteriorated that the overall integrity of the building has been irretrievably lost. Unless otherwise specified, exterior alterations, additions, demolitions, etc. to non-contributing structures or properties within historic landmark districts shall be reviewed and approved by the Historic Preservation Board and/or Historical Resources Department.

**Ordinary Maintenance or Repair:** means any work for which a building permit is not required by law, where the purpose and effect of such work is to correct any physical deterioration or damage of an improvement, or any part thereof by restoring it, as nearly as practical, to its appearance prior to the occurrence of such deterioration or damage.

**Preservation:** means the act or process of applying measures to sustain the existing form, integrity, form and vegetative cover of a site. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials and vegetation.

**Reconstruction:** means the process of reproducing by new construction the exact form and detail of a demolished building, structure or object as it appeared at a certain point in time.

**Rehabilitation:** means the process of repairing or altering a historic building or structure so that an efficient contemporary use is achieved, while preserving those significant, historical architectural or cultural features which establish the character of the property.

**Relocation:** means the act of preserving a historic structure which cannot remain on its existing site by physically moving it to a new location.

**Restoration:** means the act of accurately recovering the form and details of a property as it appeared at a particular period of time, which may involve the removal of later additions or alterations, or the replacement of missing features.

**Review Guide:** means the component of the designation report prepared by the historic landmark officer, which lists some of the more prominent features, which contribute to the overall character of a structure and/or district. The review guide may be used to address the impact of new construction, additions, modifications, alterations, and/or renovations which may become the subject of some future Certificate of Appropriateness or to address the existing physical characteristics, and may be used to determine whether or not elements which create the character of the structure and/or district are present, or whether subsequent changes to the property have rendered it ineligible for listing.

**Secretary of the Interior's Standards for Rehabilitation:** (Revised March, 1990) means measures which provide guidance on the sensitive rehabilitation of a historic property. The ten (10) standards generally address design issues which include: character defining elements; changes which have occurred over the course of the property's history; desirable approaches to the repair of damaged features; appropriate cleaning methods; archaeological resources; and new construction in connection with a historic property.

**Setback:** means the minimum horizontal distance between the lot property line and the nearest front, side or rear line of the building (as the case may be), including terraces or any covered projection thereof, excluding steps.

**Setback Encroachment:** means any portion of a residential or auxiliary structure(s) which extends into the property's minimum setback.

**Stabilization:** means the act or process of applying measures necessary to reestablish the stability of unsafe, damaged, or deteriorated property while retaining the essential form as it exists at present.

**Structure:** means a combination of materials to form a construction for use, occupancy, or ornamentation, whether installed on, above, or below the surface of land or water.

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**Transfer of Development Rights (TDR):** means the transfer of unused development rights or undeveloped floor area from lots containing a designated historic landmark or within a designated historic landmark district in order to encourage historic preservation and to provide an economic incentive to property owners.

**Undue Economic Hardship:** means an exceptional financial burden that would amount to the taking of property without just compensation, or failure to achieve a reasonable economic return in the case of income producing properties.

**Variances:** means an exception to certain development standards such as setbacks, building height, lot dimensions and other zoning code requirements as included in the "Zoning Code".

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## APPENDIX B

### USEFUL REFERENCES

#### SOURCES ON CORAL GABLES

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**Keeping Time: The History and Theory of  
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**NATIONAL AND  
FEDERAL ORGANIZATIONS**

**National Park Service Regional Office  
Southeast Region**

100 Alabama Street, SW  
1924 Building  
Atlanta, GA 30303  
404-562-3100  
<http://www.nps.gov/history/preservation.htm>

**National Trust for Historic Preservation  
Southern Regional Office**

William Aiken House  
456 King Street  
Charleston, SC 29403  
843-722-8552  
Fax 843-722-8652  
E-mail: [sro@nthp.org](mailto:sro@nthp.org)

**STATE ORGANIZATIONS**  
**State Historic Preservation Office  
Department of State**

**Bureau of Historic Preservation  
Division of Historical Resources**  
R.A. Gray Building  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  
850-245-6333  
800-847-7278  
Fax: 850-245-6437  
<http://www.flheritage.com>

**Florida Trust for Historic Preservation  
National Trust Statewide Partner**

P.O. Box 11206  
Tallahassee, Florida 32302  
850-224-8128  
FAX 850-224-8159  
<http://www.floridatrust.org>  
E-mail: [information@floridatrust.org](mailto:information@floridatrust.org)

**LOCAL HISTORIC PRESERVATION  
OFFICES/ORGANIZATIONS**

**City of Coral Gables  
Historic Preservation**

P.O. Box 141549  
Coral Gables, Florida 33114  
305-460-5093  
<http://www.coralgables.com>

**Miami-Dade Historic Preservation Division**

Stephen P. Clark Center  
111 N.W. 1st Street, Suite 695  
Miami, Florida 33128  
305-375-3471  
<http://www.miamidade.gov/hp/home.asp>

**Dade Heritage Trust**

190 Southeast 12 Terrace  
Miami, Florida 33131  
305-358-9572  
FAX 305-358-1162  
<http://www.dadeheritagetrust.org>  
E-mail: [info@dadeheritagetrust.org](mailto:info@dadeheritagetrust.org)

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